ACT-421 KEY TO HOCSR SUCCESS

The Host and Oceanic Computer System Replacement (HOCSR) program is a key component of the ongoing modernization of the National Airspace System infrastructure. Recently, HOCSR Phase 2 went operational at 22 of the 23 air route traffic control centers (ARTCC). The 23rd site, the Honolulu Control Facility, will not go operational until after the new facility is commissioned in FY2001. ACT-421 played a critical role in the successful deployment of HOCSR Phase 2.

Phase 2 provides an upgrade for the NAS software to operate on the native System 390 and to eliminate the 370 emulation mode from Phase 1. In addition, it provides (1) an integrated monitor for the en route and oceanic system by updating the oceanic monitor to the same level as en route, (2) a commercial software update (VM/ESA) for the G-3 support system, and (3) enhancements to the Series 1 Replacement to provide commonality with the en route PAMRI. The Phase 2 effort allows the FAA to fully exploit the system capability of the new platform (G-3) installed in Phase 1.

Anthony Chiari lead ACT-421's HOCSR Phase 2 efforts. He designed the process and wrote the procedures that allowed the sites to stay on their existing VM/ HPO (Virtual Machine/High Performance Option) system, while testing the new VM/ESA (Virtual Machine/Enterprise Systems Architecture) without affecting the HPO system. Using programs written by Chiari, engineers at the ARTCC's could synchronize the HPO and ESA data to ensure that testing used the current data each time ESA was loaded. The process and documentation proved easy to follow and included important background information on the differences to be expected between the old and new VM systems.

Months before the delivery of the first site system, each member of the ACT-421 staff contributed their expertise to identify the needed changes to enable the transition of the various program products that would make up the new system. Chiari hammered all of the pieces into a cohesive format that allowed the two person teams that went to each site to customize the ARTCC's system at the Center before traveling to the site for product delivery. Once on site, the teams restored two volumes and loaded the new system on the first attempt. The process was 20 for 20 without a single failure.

To ensure the completion of the VM portion of HOCSR Phase 2, Chiari worked nights and weekends, doing all of the budgeting, staffing, configuration manage-ment, and quality assurance tasks as well as managing the project, which involved more than a dozen people. By showing that the ACT-421 staff could do the work, he saved the agency millions of dollars, as compared to the costs that would have been incurred by outsourcing the effort. Under his leadership, the ACT-421 team never missed a beat and delivered a major piece of software on time and well ahead of schedule.

The Host and Oceanic computers are the very foundation of the FAA automated air traffic control environment. The computers receive, process, coordinate, distribute, and track information on aircraft movement throughout the nation's airspace and in the oceanic airspace at its borders. The computers connect to all types of FAA services -- air traffic control towers, terminal radar approach control facilities, flight service stations, adjacent flight information regions, the Host and Oceanic computers at other centers and to external organizations, such as the U.S. Customs Service and the military. The computers are key to the FAA's ability to implement new services, concepts, and traffic flows for the airline industry and the flying public. The availability of these computers is critical to maintaining the nation's commerce.

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AOS AWARDS CEREMONY:
RECOGNIZING THE BEST

On September 7, the Communications, Flight Service, Weather and Information Resource Management Division (AOS-500) hosted an All Hands Meeting and Awards Ceremony at the Tech Center. On September 14 a similar ceremony was conducted for AOS-510 located at the Mike Monroney Aeronautical Center in Oklahoma City. **Frannette Bourne** and **Vincent Tran**, along with the rest of the AOS-500 management team (**Joe Hoffert**, AOS-510, **Mike Gallagher**, AOS-520, **Lou Hodac**, AOS-530, **Mike Greco**, AOS-540 and, **Cheryl White**, AOS-550) presented awards in recognition of superior achievements by the employees of AOS-500. The awards and their recipients are:

Administrative Support
Marie Borillo (AOS-500)
Bessie Johnson (AOS-500)
Patty Naegele (AOS-500)
Steve Jankiewicz (AOS-500)
Donna Fitzgerald (AOS-510)
Geri Desseaux (AOS-520)
Jill Reilly (AOS-530)
Arnette Splatt (AOS-540)

Leadership in Implementing the Integrated Capability Maturity Model
Mike Gallagher (AOS-520)
Jim Mullin (AOS-520)
Brian Peters (AOS-520)
Teri Lowe (AOS-520)
Michelle Marcucci-Tennant (AOS-530)
Bob Ellis (AOS-530)

Engineering Field Support
Bob Boutz (AOS-510)
Bruce Corlis (AOS-510)
Shannon Farley (AOS-510)
Don Smith (AOS-510)
Don Fitts (AOS-510)

VSCS Technical Support
Scott Harris (AOS-520)
Joe Klapatch (AOS-520)
Rita Sutton (AOS-520)
Larry Cagle (AOS-520)
Robert Copes (AOS-520)
Debra Hodge (AOS-520)
Ken Warren (AOS-520)
Alex Law (AOS-520)
Fred Dowd (AOS-520)
Tony Calabro (AOS-520)

Implementing Quality/Process Improvement Programs
Steve Davi (AOS-500)
Cheryl Matthews (AOS-500)
Pat McKernan (AOS-530)
Brenda Waldemar (AOS-530)

Implementation of the Weather Message Switching Center Replacement (WMSCR) Get Well Plan
Mike Greco (AOS-540), **Soncere Whitecloud-Woodford** (AOS-540), **Monika Gandy** (AOS-540), **Larry Day** (AOS-540), **Laurie Purnell** (AOS-540), **Alanna Randazzo** (AOS-540), **Cheryl Martin** (AOS-540)

National Airspace System Data Interchange Network (NADIN) Support
Scott Matuesk (AOS-550)
Keith Wallace (AOS-550)
Roberto Delgado (AOS-550)
Jim Crowell (AOS-550)
Andy Isaksen (AOS-550)
Mariano Alicea (AOS-550)
Bill Hunter (AOS-550)
Jim Skalski (AOS-550)
Jon Rudeseal (AOS-550)

Model One Full Capacity (M1FC) Operational Support
Ken Peterson (AOS-540)
Alex Santerian (AOS-540)
Keith Smaniotto (AOS-540)
Tess Gilliam (AOS-540)
Ron Hanson (AOS-540)
Lenny Crooks (AOS-540)
Mark Shaffer (AOS-540)
Jim McLin (AOS-540)

Remote Maintenance Monitoring System (RMMS) Support
Gina Kugel (AOS-550)
Dan Galgano (AOS-550)
Steve Gabrielli (AOS-550)
Howie Goetz (AOS-550)
Charlie Daab (AOS-550)

MORE MONEY ON PAYDAY

If you have Federal Employees Health Benefits premiums withheld from your pay, then a new program from the Office of Personnel Management will increase your paycheck beginning with the pay period that started on October 8.

You may have heard of "premium conversion." It is a "pre-tax" arrangement, meaning that the part of your salary that goes for health insurance premiums will become non-taxable. This means that you save on Federal income tax and FICA taxes (Social Security and Medicare taxes). In most cases, you will also save on State income tax and local income tax.

How Much? You save a percentage of your premium. If your annual premium is $1800, and you pay 35% in taxes on that amount of salary, you save 35% of $1800. That's $630 or $24.23 every two weeks.

Do I have to pay tax later? No. Don't confuse premium conversion with the deferred taxation of Thrift Savings Plan contributions, which are taxed when you receive the money.

How do I sign up? The payroll office will make the switch automatically. You don't need to fill out a form. You do have a choice, though, to waive premium conversion despite the savings. It's a personal decision.

Why would I not want the tax savings? It's possible, but extremely unlikely. The potential reasons fall under two headings: Flexibility and Social Security.

Flexibility: An employee participating in premium conversion generally has all the same flexibility as a person who chooses not to participate. Because of the tax laws, there are two exceptions. If you waive premium conversion you will have the flexibility, without giving any reason whatsoever, to either drop your health insurance altogether or change from a self and family enrollment to self only. If you are participating in premium conversion, you will be allowed to drop coverage, or change to self only coverage, only if your decision to do so comes at the time of a "qualifying life event," such as when you get married or your spouse gets a job that covers you under his/her health insurance. This flexibility is generally of little or no value compared to the tax savings of premium conversion.

Social Security: If you pay Social Security taxes on your salary, then premium conversion may result in somewhat lower Social Security benefits. In rare situations, it may be advantageous to pay full Social Security taxes rather than the lower Social Security taxes you pay under premium conversion. These unusual cases do not involve employees covered by the Civil Service Retirement System (CSRS) or the CSRS-Offset plan. If you are covered by the Federal Employees Retirement System (FERS) and you pay no Federal income tax, you may wish to investigate further. In any case, this is a decision only you can make.

Where can I get more information? OPM has developed a Premium Conversion Financial Worksheet to assist you in estimating savings and the effect of premium conversion on Social Security benefits. This document, as well as additional information is available on line at www.opm.gov/insure/health/pretaxfehb/index.htm or through the FAA Intranet at interweb.faa.gov/ahr/index.htm.

SECOND WORKSHOP ON RISK ANALYSIS AND SAFETY PERFORMANCE MEASUREMENT

In August the Tech Center hosted The Second Workshop on Risk Analysis and Safety Performance Measurement in Aviation. The FAA's Risk Analysis Section (AAR-424) and Rutgers University jointly sponsored the workshop, which focused on sharing risk management philosophies, approaches, models, and methodologies among Part 121 air carriers. Participants discussed system models, hazard or threat analysis techniques, accident/incident models, and vulnerability analysis approaches.

Two pre-workshop tutorials on risk management and safety performance measurement kicked off the 2 and a half days of workshops. Representatives from Rutgers University, Transport Canada, and MIT helped lead those tutorials.

Mr. Jim Burnett

Jim Burnett, former chair of the National Transportation Safety Board, opened the workshop. The other speakers came from Atlas Air, Jet Blue Airways, United Airlines, Northwest Airlines, Airborne Express, the U.S. Coast Guard, Marines, Navy, Army, Air Force, Scandinavian Airlines, Aer Lingus, Air Canada, Boeing Company, FAA, Rutgers University, and Sandia National Laboratories.

More than 180 people from both the civilian and military sectors in the United States, Canada, Cambodia, Austria, Chile, Brazil, England, Ireland, Spain, the Netherlands, Taiwan, United Arab Emirates, and South Africa.

The workshop covered a wide array of technical topics, including:

· Flight Crew Reporting Systems and Incident Reports
· Risk Analysis: Human Factors and Organization
· Application of Risk Management Principles to Airline Operations
· Safety Information Management System
· Aviation Safety Risk Modeling, Assessment and Management
· System Safety Approach to Aviation Oversight
· Empirical Bayes Estimate of Engine In-Flight Shutdown Rate
· Failure Modes, Effects, and Criticality Analysis of Air Carrier Operations
· Combined Deviation Reporting System
· Safety Performance Measurement at Air Canada
· Proactive Measures of Corporate Safety Performance
· Squadron Assistance/Risk Assessment
· Navy Safety Culture Assessment
· Operational Risk Management: Risk Assessment
· Army Aviation Safety Investment Strategy
· Airplane Safety Risk Assessment in the New Millennium

Attendees had the opportunity to interact with the presenters during breaks and at a reception held the second evening. They were also given a tour of the Dynamic Vertical Drop Test Facility, Fire Safety Research Facility, Airflow Induction Test Facility, and National Airport Pavement Test Facility.

Participants found the workshop informative and worthwhile and are looking forward to similar future workshops.

A SAFETY MINUTE

FROM THE SECURITY OFFICE, ENVIRONMENTAL BRANCH (ACT-640)

The Three F's

I am sure everyone can remember your parents or teachers emphasizing the importance of learning the Three R's. They were viewed as the foundation to having a bright and secure future. Well, the same is true for the Three F's. What are the Three F's you ask? They are fire, fumes, and face. They are the foundation to a bright and secure future as a welder. That's right, I said a welder. Now hold on, don't turn the page just yet.

Welding may not be a "hot topic" for most people, but it's one of those jobs that can affect your work environment regardless of whether or not you are the person who is doing the welding. The impact that welding has is two fold. First, if you are the one doing the welding, there are some basic safety precautions you must take. Second, if you work in the immediate area or even within the building where welding takes place, you should have a general awareness of the 3 F's. Therefore, consider the following safety precautions:

FIRE

Wood floors should be swept before welding or covered with a material that won't burn. Sparks from welding can easily cause a fire within the immediate area or adjacent areas. Welding should also take place away from any combustible materials. Plus, always ensure that a fire extin-guisher is readily available for use.

Before welding any tank or drum that contains flammable liquids, obtain verification that there is no dangerous vapors or residue present. Insist on a test or existing documentation to verify the container is safe before you start the work.

FUMES

Ensure that the welding area is properly ventilated. Many welding operations produce fumes that are harmful in heavy concentrations. In a multi-user facility, it is important that ventilation controls are in place.

Employees not involved in the welding process should be familiar with the procedures to follow in case of a welding mishap. Employees who are performing the welding operation should be adequately equipped with appropriate Personal Protective Equipment (PPE) to prevent exposure to harmful fumes.

FACE

Face and eye protection is critical when welding. Eye protection equipment is designed to protect you against sparks, molten metal, and radiation, which cause flash burns.

There you have it! Whether you are a welder or someone who works in the same building where welding takes place, knowing the Three F's are important. How important? Well, let's just say that if you don't practice the Three F's, it is very likely you will find yourself learning the "other" Three R's: Recuperating, Rehabilitating, and Reminiscing, on what was a bright and safe future!

Have A Safe & Productive Day!

EMPLOYEE EXPRESS

Do you know that the Thrift Savings Plan (TSP) and Federal Employees Health Benefits (FEHB) open seasons are drawing near?

Do you want to make changes to TSP and FEHB in the fastest, most efficient way possible?

Then using Employee Express (EE) is the way to go! EE is accessible at: www.employeeexpress.gov

From work: 478-757-3084*
From home: 1-800-827-6289
TDD from work: 478-757-3117*
TDD from home: 1-888-880-0412

EE is available 24 hours a day, 7 days a week. Lost your PIN, call the EE Help Desk at 478-757-3030*. For more information on using Employee Express, please contact your servicing Human Resource Management Office.

*Please note that the old 912 area code has been change to 478.

NEWS FROM AROUND THE CENTER

L-1011 Transfer. Congressman Frank LoBiondo sent a letter to **Dr. Anne Harlan** (ACT-1) commending Delta Airlines for its transfer of a L-1011 to the Federal Air Marshals. He wrote, "the tactical training the Federal Air Marshals will receive aboard this aircraft will greatly improve aviation security as we know it. The Marshals have, in the L-1011, a great opportunity to learn which will no doubt benefit us all and I wish them the best of luck in their new educational experience."

Master's Certificate in Government Contracting. Master's Certificates in Government Contracting from The George Washington University, School of Business and Public Management, teamed with ESI International, have been awarded to 16 Center employees who completed a rigorous program covering the ever-changing rules of federal procurement. Recent acquisition reforms, particularly in the FAA, have revolutionized approaches to acquisition. Contract management is not only a vital function, but also a powerful activity that contributes enormously to the success and growth of an organization. This program gave these employees a thorough knowledge of government contracting policies and

procedures, from solicitation through performance. The program also satisfies the educational requirements within the acquisition career development for contracting professionals. Those receiving certificates included:
Jose E. Benitez (ACT-51)
Linda A. Cassone (ACT-51)
David Fabry (AAR-510)
Christopher T. Gallagher (ACT-51)
Deborah M. Germak (ACT-51)
Kenneth W. Hitchens (ACT-51)
Lawrence F. Levy (ACT-51)
Robert F. Loftus (ACT-51)
Mario F. Maccarone (ACT-51)
Anna M. Marinaro (ACT-51)
Debra A. Monzo (ACT-51)
Booker T. Phiffer (ACT-51)
Arlene H. Primo (ACT-51)
Anne Marie Ternay (ACT-51)
Laurel P. Wittman (ACT-51)

Sitting: Deborah Germak, Anne Marie Ternay, Mario Maccarone, Larry Levy, Anna Marinaro, and Debra Monzo. Standing: Sonny Phiffer, Angie Worrell, Linda Cassone, Arlene Primo, Jose Benitez, Bob Loftus, and Chris Gallagher.

Anglee Worrell (ACT-51)
Each successfully completed seven courses (each 5 days in length) within three years. The courses included two specialized contract

management courses, plus five core courses: Federal Contracting Basics, Contract Pricing, Negotiation Strategies and Techniques, Operating Practices in Contract Administration, and Source Selection. Steve Zaidman (ARA-1) sent letters of congratulations to each recipient.

Deborah Germak (Manager, ACT-51) came up with the idea of having employees of the Contracts Branch pursue this advanced certificate. Completion of this program is an achievement that will benefit both the Center, the agency, and each of these employees.

Congratulations!

News from ACT-51. Contracting Officer Warrants were recently awarded to the following contracting officers:
Christopher Gallagher, $500,000
Cynthia Hische, $500,000
Kenneth Hitchens, $500,000
Debra Stuart, $500,000

Special Act/Superior Achievement Awards were awarded to: **Jose Benitez**, Manager, Pre-Award Section; **Robert Loftus**, Manager, Post-Award Section; **Debra Monzo**, Procurement Technician; **Linda Cassone**, Contracting Officer, Pre-Award Section; **Doris Hemling**,

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Contracting Officer, Pre-Award Section; **Kenneth Hitchens**, Contracting Officer, Pre-Award Section; **Booker Phiffer**, Logistics Management Specialist, Pre-Award Section; **Jeanine Pierce**, Logistics Management Specialist, Pre-Award Section; **Anne Marie Ternay**, Contracting Officer, Pre-Award Section; **Laurel Wittman**, Contracting Officer, Pre-Award Section; **James Crawford**, Logistics Management Specialist, Post-Award Section; **Cynthia Hische**, Contracting Officer, Post-Award Section; **Debra Stuart**, Contracting Officer, Post-Award Section; and, **Anglee Worrell**, Clerical Assistant, Post-Award Section.

Special Act/Service Awards were awarded to: **Kenneth Hitchens**, for efforts provided to the Facility Planning Staff, ACT-600; **Linda Cassone**, for efforts provided to the Laboratory Management Division, ACT-400; **Doris Hemling**, for efforts provided to the Laboratory Management Division, ACT-400; **Doris Hemling**, for efforts provided to Communications, Flight Service, Weather and Information Resource Management Division, AOS-500; **Larry Levy**, for efforts related to the Combined Federal Campaign; **Lisa Ferrante**, for the ARA Awards in the Business Excellence category; **Linda Cassone**, for the ARA Awards in the Business Excellence category; **Chris Gallagher**, for efforts provided to the Acquisition Management Division, Telecom-munications Integrated Product Team (TIPT),

AOP-500; **Debra Stuart**, for efforts provided to the Systems Integration Branch, Aviation Security Research and Development Division, AAR-510; and **Larry Levy**, for efforts provided to the Systems Integration Branch, Aviation Security Research and Development Division, AAR-510.

A Time-Off Award was given to **Doris Hemling** for efforts provided to the National En Route Automation Division, AOS-300.

A letter of appreciation was given to **Doris Hemling** for efforts provided to the National Operations Division, AOP-100.

AAR-500 welcomes new employees.

Sue McLaughlin - Sue is the new AAR-500 Division Secretary. She has worked at the Tech Center for the past 4 years. The last 3 years were with System Resources Corporation as an administrative assistant supporting ACT-510's Target Generation Facility. Her husband also works at the Center in ACT-700. Sue is originally from Pittsburgh, PA, was trained as a Registered Nurse, and served in the U.S. Navy for 2 years. She has 2 children, Bethany 20 and Michael 18. She and her husband are in the process of moving from Linwood, NJ, to a golf course community in Egg Harbor City.

Malcolm V. "Skip" Lane - Skip has joined AAR-500 where he is

working with **Ron Polillo** on system integration and on special projects. Skip graduated from the Naval Academy and then spent a 13 month Marine Corps tour in Vietnam, flying both fixed and rotary wing aircraft. He then worked as an active duty combat flight instructor for 2 years, afterwards transferring from the active to the reserve Marine Corps (he retired as a Colonel). He earned an MBA from Wharton and a MSE (civil and urban) from the Towne School of Applied Science, University of Pennsylvania. He later completed both a 30-day executive course on global operations at the Graduate School of Business, University of Michigan, and the FAA's Aircraft Accident Investigator Course. As a military and commercial pilot, Skip has logged more than 10,000 flight hours. He has also been an aircraft accident investigator for more than 30 years, and also served as the Airport Project Manager for the renovation and doubling in size of the Atlantic City airport terminal.

Kenneth "Andy" Lee - Andy is part of AAR-510 where he will be working with the Technology Transition Program. Andy received his undergraduate degree from the Ohio State University in 1993. During his junior year, he began working at the Tech Center as a cooperative education student. After graduation, Andy became a permanent Center employee, working for the Airport Management and Emergency Operations staff. He received a master of aeronautical science degree from Embry-

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Riddle Aeronautical University in 1997. Andy worked as an Operations Safety and Security Specialist until April of 1998 when the airport transitioned from the FAA to an independent authority. Andy then became the Lead and COTR for the ACT-600's Operations and Maintenance Services Team.

Brent Denney - Brent has joined AAR-540 where he is helping to ensure the physical security of the security lab complex. Born in Somers Point, NJ, he now resides in the Dorothy section of Weymouth Township. with his wife Karen and two sons, Colton 9 and Auston 6. He has worked at the Center since 1993 as a member of the contract guard force where he achieved the rank of Sergeant. He is a member of the Dorothy Volunteer Fire Co. as a Firefighter and Emergency Medical Technician - Defibrillation (EMT-D), and CPR/Automated External Defibrillator (AED) instructor. As a CPR/AED instructor he worked to purchase an AED for the Aviation Security Laboratory, assisted in writing the SOP, and putting into service the first AED for public use at the Center. He instructed thirty ASL employees and hopes to attend classes on the subject of Advanced Life Support.

Steven Ruga - Steve has also joined AAR-540 after serving as a member of the contract guard force. Born in Vineland, NJ, Steve and his wife Erika also reside in the Dorothy section of Weymouth Township. He is a 1st Lieutenant in the Dorothy Volunteer Fire Co., and holds many certifications including: Firefighter 1 & 2, Emergency Medical Technician - Defibrillation (EMT-D), Ice Rescue Technician, Water Rescue Technician, Incident Command System - 200, Extrication Technician, and Certified 911 Telecommunicator. He attended the Gloucester County Police Academy and graduated in 1995 as a Police Officer. Steve is also a part-time officer with the Buena Borough Police Department.

Huban Gowadia, born in Bombay, India, has joined the Explosives and Weapons Detection team (AAR-520). In May this year, she received her Ph.D. in Mechanical Engineering from the Pennsylvania

State University. Her concentration was in the thermal sciences, particularly fluid mechanics and heat and mass transfer. For her dissertation research, Huban helped develop the scientific background for an explosives detection portal for personnel screening.

Anthony Vendetti is woking in AAR-520's bulk detection porgram. He grew up in Pennsauken, NJ, and graduated from Drexel University in June 1985 with a BS in Physics and Atmospheric Science and from the Pennsylvania State University in June 1988 with a MS in Electrical Engineering. Anthony began his career at the Naval Air Development Center (NADC) in Warminster, PA, as a co-op student trainee in 1982. Upon graduating from college, he remained at NADC until 1994 working in the underwater Acoustics Development Division on several air anti-submarine warfare programs. In 1994, Anthony transferred to the Naval Air Warfare Center (NAWC) in Lakehurst, NJ, and was assigned to the Aircraft Launch and Recovery Research and Engineering Department.

Paul Ruwaldt has joined the Systems Integration Branch (AAR-510). Born in Dallas, TX, he served in the U.S. Navy from 1972 to 1980. In 1982, he was the technical lead at the USN Type III Calibration and Test Laboratory, and then served as the Calibration and Test Labs Technical Training Instructor. Paul accepted a position with the U.S. Army supporting programs from the Signal Warfare Lab (SWL), CECOM, INSCOM, NSA, the Defense Communications Agency, various Tri-Service programs and the Office of the Secretary of Defense. Paul began supporting the FAA in the early 1990s as a contractor on Air/Ground Communications programs. He also supported AAR in the early stages of fielding EDS units for the Summer Olympics in Atlanta. Paul assisted in the identification and testing of RFID systems to meet FAA, ICAO, and IATA security requirements worldwide. More recently, Paul has been supporting the SEIPT in Herndon, VA.

TECH CENTER ENTERS INTO SCIENCE ALLIANCE PARTNERSHIP

Last year, Jerry Iacona, a teacher at Robinson School, Hamilton Township, and the Executive Director for the New Jersey Aviation Education Council, asked Aviation Education Program Manager, **Carleen Genna-Stoltzfus** (ACT-70) to enter into a Business & Education partnership for the Science Alliance. Science Alliance is a professional development program for educators. Jerry and Carleen subsequently developed "Fun Filled Learning Through Flight," a K-5 module which they presented at the Science & Humanities Alliances Summer Institute 2000.

Jerry Iacona teaches the teachers.

While each Science Alliance module, developed with a partner, has a different content goal, the goal of each educator is the same. Educators work with industry to enhance science process (inquiry) skills and support the delivery of a standards-based curriculum. "Fun Filled Learning Through Flight" incorporates critical thinking and hands-on interactive activities, and uses questioning and investigative methods to explore the topic and then apply the knowledge gained. In addition to the networking opportunities for educators, the benefits include being trained in modules and aligning curriculum with National and State standards.

The benefits for students are numerous, from relating classroom learning to real world applications as well as developing insight into science as a profession and into career awareness.

The teachers who took the training were impressed with the module, remarking: "I would like to give it to our science curriculum committee for inclusion in our new science guides;" "I could adapt this to any grade level, super ideas;" and "How exciting to blast-off into a new school year with all this great information." Anyone interested in a copy for your child's school, please contact **Carleen** via cc:mail or at 485-6515.

Learning to apply the knowledge.

A workshop participant conducts an experiment from the module.

UNDERSTANDING THE FEDERAL BUDGET PROCESS

As most of us are aware, the FAA's budget process revolves around the congressional authorization and appropriations process. Figuring out what drives what and how it's all connected, however, can be a confusing mess. In an attempt to help explain how the budget process works, the agency's internal communications group, VOICE, offers the following explanation.

FAA's Budget

The FAA receives funding through four major appropriations: 1) Operations, 2) Facilities & Equipment, 3) Research, Engineering & Development, and 4) Grants-in-Aid to Airports.

Authorization

As its name implies, an authorization act or bill permits or authorizes an activity. One might consider the Federal Aviation Act of 1958 as our authorizing act. Subsequent, formalized structural changes to that act include budgetary guidance, or reauthorizations. These acts are usually for a finite duration. For example, FAA reauthorization acts in recent times have lasted from one to five years.

The reauthorizing legislation confirms, adds, or subtracts some roles and responsibilities of a given agency. FAA reauthorization acts in the past have expanded the agency's authority by providing for the establishment of a passenger facility charge at airports, the charging of overflight fees, and changes to its overall mandate. For example, the original FAA act gave the agency the implied authority to promote the commercial aspects of aviation. Recent reauthorization legislation made it clear that FAA's mission is to promote safety around the world.

An authorization or reauthorization usually does not actually provide funding. Under reauthorization, Congress gives itself permission to appropriate money for a federal activity. For instance, FAA's current reauthorization act provides that "there is authorized to be appropriated to the Secretary of Transportation for the (Federal Aviation) Administration -- $6,592,235,000 for fiscal year 2001."

But there's a catch. This amount is a target or ceiling. It does not require Congress to provide that much funding. As a matter of fact, the House and Senate appropriated $6.54 billion and $6.35 billion respectively for F&E in the agency's FY2001 appropriation bills.

Once introduced into Congress, the aviation subcommittees of the House Committee on Transportation and Infrastructure, and the Senate Committee on Commerce, Science and Transportation subcommittee review the FAA's reauthorization acts. These committees have responsibility for oversight of an agency's mission and programs, and shape the agency's reauthorization bills.

After both the Senate and House have passed their two versions of the bill, a Committee on Conference must iron out the differences between the two versions and send a compromise draft back to each chamber for passage and then on to the President for signing.

Appropriations bills can be passed in the absence of an authorization, but that is technically against the procedural rules of Congress. The FAA got caught up in just such a procedural fight on the Hill when the House was going to vote on the agency's FY 2000 appropriations act. When the vote was called, no authorizing legislation was in place. The last reauthorization act had lapsed and a new one had yet to be passed.

Using a parliamentary procedure, called a point of order, a representative was able to keep any funds from being appropriated to the FAA in the House version of the FAA's FY 2000 appropriation. His argument: Congress had not yet passed the reauthorization bill giving itself permission to appropriate the funds.

Fortunately, this got worked out on the Hill, but not without causing a good deal of stress for a great many people.

Appropriations

The Constitution requires that all funds paid out of the U.S. Treasury go through the appropriations process. These funds come from Congress to support government agencies and programs.

There are 13 appropriation acts grouped along agency lines to coincide with the 13 subcommittees of the House and Senate Committees on Appropriations.

FEDERAL BUDGET PROCESS CONT.

The appropriations for the FAA are included in the Department of Transportation and Related Agencies Appropriation Act. Appropriations stipulate how funds may be spent and usually set a time limit on how long the funding is available. For example, the Facilities & Equipment appropriation outlines the activities and programs for which the funding may be used. It states: "For necessary expenses, not otherwise provided for, for acquisition, establishment, and improvement . . . of air navigation and experimental facilities and equipment." The act also includes a dollar amount followed by the period of time the agency has to spend the money. Again, from the F&E appropriation: "$2,656,765,000 of which $2,334,112,400 shall remain available until September 30, 2003."

Appropriations begin their life as a request from the President. His request is due by the first Monday in February for the fiscal year beginning in October of the same year. The President's budget recommends amounts to be appropriated for all agencies of the govenrment. It is followed by detailed justifications of each program within an agency.

Once they receive the President's request, the House and Senate subcommittees hold hearings so their members may ask questions about the funding proposals. The House often moves before the Senate, but not always. Witnesses at the hearings usually include experts from the General Accounting Office who have

reviewed the request, as well as officials from the Department of Transportation. The Administrator is the FAA's chief witness and, with the help of assistant and associate administrators, fields questions from members of Congress.

Because of time constraints (the hearings only last one or two days), answers to many questions are provided in writing after the hearings. The FAA received about 550 questions about the Fiscal Year 2001 budget. Some questions require a great deal of research to answer. Given the sheer volume of questions and the short deadline to reply -- usually a matter of days -- it is a daunting task.

Based on their review of the justifications and responses to questions, the House and Senate subcommittees prepare both the bill (appropriations act) and a report. The report on the bill explains how Congress dealt with each program in the President's request. The report might also direct the FAA to do specific things such as write a report on a particular program.

The Senate's report usually recommends changes to the bill offered by the House. As with all other laws, identical versions of the appropriations bill must be agreed to by both the House of Representatives and the Senate. The two different versions of the bill are reconciled in a conference committee.

Once passed by both chambers, the reconciled bill is forwarded to the President who may either approve the bill by signing it into

law, or veto it and return it to Congress. Two other actions may occur during the appropriations process: a budget amendment and a supplemental appropriation.

Agencies begin work on a budget proposal 18 months to two years before the beginning of the fiscal year. Naturally, a lot of things might happen during that time that could alter budget priorities. A change to the President's budget request before the enactment of an appropriation is called a budget amendment. The budget request is being changed to reflect new priorities.

A request for additional funding, once the appropriation has been passed, is called a supplemental appropriation. This device, among other things, is used to provide funding for emergencies like natural disasters. The FAA was successful in getting additional funding for last fiscal year.

On October 23, the President signed the FY01 DOT appropriations legislation. The total FAA budget is $12,588B: $6,544.2B for operations, $2,656.8B for F&E, $187.0M for R,E&D, and $3,200.0B for AIP.

DEFINING A HOSTILE
WORK ENVIRONMENT

The phrase "hostile work environment" is often used by employees and others to describe almost any unpleasant work situation. However, although common usage may suggest a broad meaning to the phrase "hostile work environment," it actually has a limited legal meaning and purpose. It describes an adverse work setting in which an employee has been subjected to discriminatory treatment by the employer or coworkers.

Legally correct allegations of hostile work environment are most frequently seen in cases involving discrimination based on sexual harassment. As you probably know, sexual harassment can take two forms: quid pro quo (e.g., making a promotion contingent on sexual favors) or hostile work environment (e.g., sexually explicit comments, offensive jokes, visible pornography).

However, various court decisions over the years have expanded the definition of "hostile work environment" to include other discriminatory actions related to such issues as race, religion, age, and disability. In general, the courts have concluded that just as sexual jokes can create a hostile work environment based on sex, so can jokes denigrating ethnicity, age, religion, disability, etc.

Even though the courts may not have issued decisions holding that hostile work environment applies to all discriminatory bases, it is reasonable to conclude that they would apply the same analysis to such cases. This view was confirmed in a January 7, 1997, memorandum from the FAA's Assistant Chief Council to the Assistant Administrator for Civil Rights http://www.faa.gov/acr/hweagc.htm).

For a FAA employee to prove a hostile work environment claim, he/she must prove: 1) that the conduct was unwelcome; 2) that it was related to one of the prohibited discriminatory bases (sex, race, color, religion, gender, national origin, age, disability, or sexual orientation); 3) that the conduct was sufficiently severe or pervasive so that the employee's conditions of employment was adversely affected; and 4) that the agency knew of the conduct but did not take effective steps to remedy the situation.

The fourth factor above essentially deals with the agency's liability in claims of hostile work environment. In determining employer liability, Courts will look at such things as how much harm the employee suffered, the overall nature of the work environment, the degree to which supervisors permitted the inappropriate behavior to continue, the promptness of the employer's remedial actions, and the effectiveness of this response in ending the behavior. Anyone familiar with the new Accountability Board process will understand its importance in helping the agency meet the requirements of the fourth factor above.

Of course, the above deals solely with the legal reasons for addressing hostile work environment. In fact, the FAA has moved beyond the idea that "we're doing this because the law requires us to do it," and has recognized that it makes good business sense to establish and maintain a productive and hospitable work environment.

If employees feel they can come to a comfortable, safe, non-threatening workplace, they will be more productive workers. As noted in our Model Work Environment statement, the FAA has committed to take the necessary actions to move us closer to creating and maintaining a positive work environment where all employees have the opportunity to develop to their potential and contribute fully to the organization, one that supports and encourages the contributions of all employees, where discrimination and harassment in the workplace have been eliminated; and one that mirrors the nation's diversity.

[Note: Tom Wood (ACT-10) originally published this article in AHR's *Labor Relations Newsletter*.]

LONG-TERM HEALTH CARE
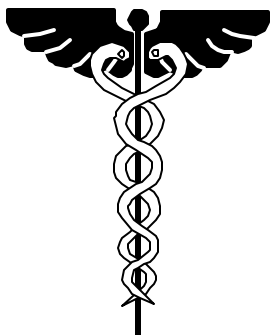
It looks like long-term care insurance will become a reality for federal workers, members of the military, retirees and their families. This will be the first new benefit offered to federal employees since the inception of the Federal Employees Retirement System, with its Thrift Savings Plan component, in June 1986.

According to a recent U.S. Office of Personnel Management press release, "with President Clinton's signing of the Long-Term Care Security Act during a White House ceremony, long-term care insurance became a reality for federal workers, members of the military, retirees and their families. It is the first new benefit offered to federal employees since the inception of the Federal Employees Retirement System, with it's Thrift Savings Plan component, in June 1986 . . . the legislation authorizes OPM to design a long-term care package that offers flexible benefit options to meet the diverse needs of the federal family. A range of services including home health care, adult day care and nursing home care will be covered. The program will be available to civilian and military employees, retirees, and their eligible family members."

Long-term care will become available no later than October 2002. More information regarding long-term care insurance for federal employees and retirees is available at www.opm.gov/insure/ltc/index.htm.

THANKS!

This is the second year that the Community Outreach Program has sponsored the Aviation Category for the Bud Weber Annual Bike Parade in Egg Harbor City. This year's winner was Brett Starr. Brett won a half-hour in the General Aviation Trainer (GAT). Thank you **Rosanne Weiss** (AAR-424) for judging the aviation category as well as presenting the award to Brett. And thanks to ACT-510's **Adam Greco**, **George Bollenbach**, **Joseph McCall**, and **Mike Cullum** for supporting this endeavor. And last, but not least, thanks to **Carleen Genna-Stoltzfus** (ACT-70) for continually finding creative ways to support community events and introduce kids to aviation.

FAA AIR SHUTTLE SERVICE

Don't Forget . . .

The William J. Hughes Technical Center Air Shuttle Service web reservation system is now available for your convenience. Please logon at http://intraweb.tc.faa.gov/swrs and create a new account. Then make your reservations for travel to Atlantic City/Washington early. If you have any questions please, call **Frank Hines** at (609) 485-5670 or the Tech Center Operation Center at (609) 485-6482.

You can also visit the shuttle home page at www.tc.faa.gov/shuttle for more information.

AOS AWARDS CONT.

Operational and Supportability
Implementation System (OASIS)
Support
Alan Gregory (AOS-540)
Bill McNeil (AOS-540)

Development of Process
Specification Process
and Handbook
Pat Conner (AOS-530)
May Traile (AOS-530)
Yvonne Copp (AOS-530)
MaryAnn Groff (AOS-530)

Outstanding Documentation
Henrietta Shelton (AOS-530)

Information Resource
Management Support
Jim McNeill (AOS-530)
Alan Gardner (AOS-530)
Jim Laymon (AOS-530)
Tina Fetty (AOS-530)
Tammy Willson (AOS-530)

Automated Weather Observation
System Data Acquisition System
(ADAS) Operational Support
Bob Chapman (AOS-540)
Irene Meyers (AOS-540)

Microwave Program Support
Neil Perry (AOS-510)

Tower Data Link Support
Russell Davis (AOS-510)

Testing of the Library
Tracking System
Rose Smith (AOS-530)
Howard Wade (AOS-530)

Outstanding leadership
Frannette Bourne (AOS-500)

Vincent Tran (AOS-501)
Lou Hodac (AOS-530)

Y2K Awards
Carol Phillips, **Mike Gallagher**, **Cheryl Matthews**, **Lou Hodac**, **Bill Hoffman**, **Don Fitts**, **John Miller**, **Darla Evanoff**, **Jim Sanzone**, **Jerry Peery**, **Tony De La Vega**, **Wes Boyd**, **Galen Voth**, **Donald Smith**, **Joe Hoffert**, **Robert Boutz**, **Paul Griffith**, **Russell Davis**, **Shannon Farley**, **Bruce Corlis**, **Mike Aguiar**, **Hal Cason**, **Mike O'Donnell**, **Jim McNeil**, **Jim Laymon**, **Soncere Whitecloud-Woodford**, **Tom Dolan**, **Larry Day**, **Bill McNeil**, **Dennis LaMagna**, **Scott Matuesk**, **Keith Wallace**, **Roberto Delgado**, **Jim Crowell**, **Andy Isaksen**, **Mariano Alicea**, **Jim Skalski**, and **Jon Rudeseal**.

Outstanding Support Awards
MaryAnn Quinn (ACT-10)
Doris Hemling (ACT- 50)

"Friend of AOS-500" Plaques
For valuable contributions from other organizations: **Anne Harlan**, **Judy McMillen**, **Debbie Krumaker**, **Kelly Drewes**, **Marina Muccio**, **Saliann Deaver**, **Tom Ackermann**, **Cheryl Hicks**, **Frank Happel**, **Robert Biedrzycki**, **Kimmarie Kryscnski**, **Sam Wilson**, **Lucille Dokulil**, **Maria Dowd**, **Sadie Walthers**, **Larry Greer**, **Joe Pino**, **Kelly Mesveskas**, **Warren Dempsey**, **Dieter Thigpen**, **Tuyen Ngo**, **Rudy Watkins**, the employees of the Salt Lake City, and

Atlanta National Network Control Centers, **American Federation of Government Employees**, **Tomi Mobley**, **Lori Davenport**, **Marie Sharp**, **Mike Virga**, **Bill Smith**, **Mike Falteisek**, **Steve Dash**, **Kevin Lamberth**, **Jay Rupp**, **Tom Loftus**, **Debbie Williams**, **Ward Huston**, **Nate Johnson**, **Jim Burton**, and **Patty Gutierrez**.

This year the AOS-500 management team awarded six "Special" categories:
Rising Star -- **Soncere Whitecloud-Woodford**.
Employee of the Year-- **Don Fitts**.
Team Spirit -- The NADIN team: **Scott Matuesk**, **Keith Wallace**, **Roberto Delgado**, **Jim Crowell**, **Andy Isaksen**, **Mariano Alicea**, **Bill Hunter**, **Jim Skalski**, and **Jon Rudeseal**.
Risk Taker -- **Gina Kugel**.
Best Attitude -- **Marie Borillo** and **Jill Reilly**.
Volunteer of the Year -- **Patty Naegele**.

Special thanks also went to the AOS-500 contractors for their professionalism, dedication, and enthusiasm.

FOURTH ANNUAL AIR FEST AND PANCAKE BREAKFAST

Community Outreach Program Manager Carleen Genna-Stoltzfus and Congressman LoBiondo.

Oh what a day for an Air Fest, partly cloudy with some sun . . . a perfect day to be out at the Cape May Airport. About 4,000 folks of all ages came out to view a variety of aircraft, visit Lt. Edward Dagney with the Air National Guard, see the model Navy ships, get their picture taken inside a mock Blue Angels jet, enjoy live entertainment by Robert Polillo (AIM) and his ensemble and so much more.

The highlight of the day was when not one but two "special guests" appeared at the Tech Center's Community Outreach Exhibit -- Congressman Frank LoBiondo and our very own **Keith Biehl** (ACT-370). The kids went crazy over being able to talk to a real live pilot. How fascinating it was for them to be able to ask questions from what type of aircraft do you fly to how much money do you make?

As you can see there was something there for everyone to enjoy! Next summer, make it a point to take the family to the Cape May Airport and become part of the fun. Special thanks to Keith and his wife Charleen for all of their assistance with the Community Outreach Exhibit.

Keith Biehl talks about being a pilot with an Air Fest visitor.

CONGRATS TO ACT-70

L-R: Barbara Smith, Pat Mabis, and Center Director Anne Harlan.

Barbara Smith, Director of the Accountability Board (AHA-1) at FAA Headquarters, recently honored **Pat Mabis** (ACT-70) for her leadership and support in the implementation and expansion of the Accountability Board program. Pat and Branch Managers **Robert Mast** (ACT-71) and **Robert Marks** (ACT-73) received statuettes emblazoned with the Accountability Board logo (designed by ACT-73). Pat also received a Letter of Commendation. At the ceremony, Ms. Smith pointed out Pat's extraordinary level of enthusiasm and the competence and creativity of her employees.

COE ANNOUNCEMENTS

The Center of Excellence (COE) for Airworthiness Assurance (AACE) is highlighting Phase I research results at a major symposium being co-hosted by the Boeing Company and the FAA Northwest Mountain Region. The symposium is being held at the Boeing training facility in Seattle, November 14-16. Details and registration forms are available on the AACE website: www.aace.ohio-state.edu or by contacting **Catherine Bigelow**, FAA AACE Program Manager (AAR-430), telephone: 609-485-6662.

The COE for Operations Research (NEXTOR) is holding an Annual Meeting at FAA Headquarters on November 14, in the Auditorium. A closed session of the Steering Committee will follow on November 15 at Virginia PolyTech, Falls Church, VA, campus. The agenda for the annual meeting is available for distribution. Those interested may contact Lewis Fisher (ASD-430), telephone: 202-358-5525.

The COE for General Aviation Solicitation is open through December 1. Information and copies of the announcement are available for distribution. Contact **David Nesterok** (AAR-400), telephone: 609-485-4042.

FAA COEs are managed under the direction of **Chris Seher**, Director, Airport R&D Division (AAR-400). For further information regardng the COE program contact **Pat Watts**, COE ProgramDirector, patricia.watts@faa.dot.gov or by telephone at 609-485-5043.

DON'T FORGET

Please try to get *Intercom* submissions (articles, photos, ideas) to Terry Kraus via email by the second Tuesday of every month.